



MAGISTRATE COURT OF COFFEE COUNTY

Julia A. Phillips, *Chief Judge*

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GUIDELINES FOR MAGISTRATE COURT-PURSUANT TO THE ORDER OF CHIEF JUSTICE MELTON'DATED MAY 11, 2020

1. Screening of individuals entering the Law Enforcement Center (LEC) for the purpose of a Magistrate Court proceeding must be checked according to Georgia Department of Health (DPH) and the Centers for Disease Control and Prevention (CDC) guidelines. We recommend that everyone entering the Courtroom wear a mask.
2. Social Distancing: the LEC lobby and the Magistrate Courtroom will be capped as to the number of individuals to be allowed according to the size of each area, to assure there is spacing of at least six feet between individuals. The Magistrate Courtroom will be marked assuring that the proper spacing is maintained. We will stagger our calendars to assure that the number of individuals does not exceed these guidelines.
3. Sanitation practices shall be in accordance with the guidelines established by the DPH and CDC, sanitation stations will be available at the entrance of the LEC and the Magistrate Courtroom. We will sanitize the Magistrate Courtroom before and after every court session.
4. Accommodations for high risk individuals shall also be followed in compliance with the public health guidelines. Anyone who is a high risk shall contact the Magistrate Court as soon as possible, but no later than three business days prior to the hearing date, and provide to the Court documentation that the individual is a high risk in accordance with the public health guidelines and it would be a possible danger to their health to attend Court.
5. Anyone displaying any common symptoms of Coronavirus will be required to immediately leave the Courtroom.
6. As circumstances change, these Guidelines may be modified from time to time.

THESE GUIDELINES ARE EFFECTIVE JUNE 1, 2020